

## **EMERGENCY PREPAREDNESS COMMISSION**

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**November 20, 2014**

### **I. CALL TO ORDER**

Meeting was called to order at 7:05 p.m.

Present: Don Clendenin, Betty Reutter, Nasir Lalani, Stephen Strauss, Tim Howard,  
Mike Berryhill, Jonathan Nakapalua, Mercedes Albana, Roger Silveira

Excused: Nasir Lalani

Absent:

Liaison: Althea Polanski

Staff: Sean Simonson

Pam Wells resigned. Move Evelyn Chua to voting member. Jonathan Nakapalua to first alternate. Nakapalua to act as voting member this evening due to Nasir Lalani's absence.

### **II. PLEDGE of ALLEGIANCE**

### **III. APPROVAL of MINUTES** Correct minutes: Evelyn Chua was excused in September meeting, not absent. SAFE Team meeting at Joseph Weinstein's house.

Motion: Howard

Second: Chua

Ayes: All

### **IV. PUBLIC FORUM**

None

### **V. ANNOUNCEMENTS/CORRESPONDENCE**

- Vice Mayor Polanski is awarded the Mick McDonald Volunteer Award, Emergency Managers Association.
- Vice Mayor Polanski's last meeting with the EPC.

### **VI. APPROVAL OF AGENDA** – Motion: Howard

Second: Reutter

Ayes: All

### **VII. PRESENTATION: NONE**

### **VIII. STAFF REPORT:**

- A. **SAFE UPDATE:** SAFE Team leader meeting began strategic planning for 2015.

### **IX. NEW BUSINESS:**

- A. Make A Difference Day: many volunteers, community turn out was small, however, community was interested in the gas meter shut off demonstrations.
- B. EPC Commissioner support for Public Education Events: need more assistance at the events. Amend bylaws to add "Commissioners are also expected to actively participate in at least one (1) Emergency Preparedness Commission event and project in addition to attending regular meetings. When concerning reappoint of commission members, the City Council may review the member's service record on commissions, activities and projects."

Motion: Howard  
Second: Albana  
Ayes: All Ayes

**ACTION ITEM:** Verify/Update City EPC email list. For those commissioners who are not receiving email, email OES Simonson accurate email address.

- C. EPC Board Elections: Elections due to take place in January. Nominations accepted now, through the January 15 meeting. Alternates cannot run for positions.

#### **IX. UNFINISHED BUSINESS:**

- A. SAFE Drill Follow Up: Cache documentation to be updated. SAFE Team leader meeting to address paperwork update. Caches need a new locking system. Request for more on-site training/drills, requesting funds to be added to budget in FY 2015-16. **ACTION ITEM:** OES Simonson to talk to the Fire Chief regarding FY2015-16 SAFE Classes. OES Simonson to look into getting Commissioner Chua the SAFE class advertisement board to generate interest.
- B. Request for access to sports center for SAFE Team members: Nearly \$4,200 is the projected loss based on 10 members no longer paying for Sports Center membership. Define "active SAFE Team members" guidelines. **ACTION ITEM:** Refer the financial data back to SAFE Team to discuss, and discuss at January next EPC.

#### **X. ONGOING/UPDATES**

- A. Future Drills: recommended multi-agency drill, red cross shelter event/drill, ongoing
- B. MyMilpitas Mobile App: still pending on Android app availability, ongoing
- C. PulsePoint: ongoing
- D. EPC Flyers: ongoing
- E. Map Your Neighborhood (MYN): All members received, ongoing
- F. Personal Emergency Plan Training: hosted at Christ Community Church
- G. MCTV: ongoing, no updates
- H. Website: no defunct to report. See traffic statistics. Website development in progress
- I. Community and Faith Based: ongoing, Chua filled the Community-based outreach
- J. Social Media: Silveira to take the lead on social media

#### **XI. ADJOURNMENT**

The meeting was adjourned at 8:42 p.m.